



**The State of New Hampshire
Insurance Department**

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Roger A. Seigny
Commissioner

Alexander K. Feldvebel
Deputy Commissioner

December 19, 2016

His Excellency, Governor Christopher T. Sununu
And the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

The New Hampshire Insurance Department requests authorization to enter into an Educational Tuition Agreement and to pay costs not to exceed \$1,500.

INSTITUTION:	College for America at Southern New Hampshire University
COURSES:	12 Completed Projects February 1, 2017 – July 31, 2017
EMPLOYEE:	Martha Mobley Legal Research Assistant
DISTRIBUTION CODE:	Funds to be encumbered from the following account: 02-24-24-24010-25200000-066-500544 Employee Training / Educational Training (Tuition)
TOTAL TUITION COST:	\$1,500
STATE SHARE:	\$1,500-Agency Income
SOURCE OF FUNDS:	100% Other (Insurance Department Administrative Assessment)

EXPLANATION

College for America at Southern New Hampshire University has partnered with the State of New Hampshire to provide state employees with low-cost, competency-based associate and bachelor degree programs. The employee is required to complete competency based projects each semester that are tied to specific goals in support of her degree.

This employee was hired by the Department as a Legal Research Assistant on December 18, 2015. The employee has almost completed her Associate's Degree in General Studies and will be pursuing a Bachelor's of Arts Degree in Management with a concentration in Insurance Services.

Further development of the employee's communication skills and knowledge of management practices will build upon the employee's ability to work with legislators and department employees with respect to the rule making and the legislative processes, as well as providing administrative and organizational support to the department's General Counsel. Successful completion of the program will add to the overall strength of the Department to perform its mission to the residents of New Hampshire.

The employee will be completing projects on her own personal time. A fully executed tuition agreement is attached.

Respectfully submitted,

A handwritten signature in black ink, reading "Alexander K. Feldvebel". The signature is written in a cursive style with a large, prominent initial "A".

Alexander K. Feldvebel